

Who makes the rules?

... And where to find them

Federal & State Laws

- Workforce Innovation and Opportunity Act (WIOA)
- Uniform Guidance
- Indiana Code
- OCTAE (USDOE) & NRS
 - OCTAE Division of AE and Literacy (DAEL)
 - National Reporting System (NRS)





Who makes the rules?

... And where to find them (continued)

- DWD Grant Agreement/Contracts
- DWD Policy Unit
- Adult Education Policy Team
- Local Adult Education Provider Policies





DWD Adult Education Policy Process

...in general

- DWD AE Policies reviewed in January
- Posted for public comment in April
- Revised and published in July
- Updated as needed due to changes in Federal and State law & guidance
- Updated as needed due to changes in DWD policy
- Policy updates communicated to field





DWD Adult Education Policy & Guidance

...types of documents and communications

- Policy
- Technical Assistance Bulletins (TABs)
- Appendices & Forms
- Monthly Statewide Calls and Best Practices Sharing

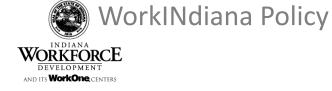




... current policies

Policies

- Adult Education Program Standards Policy
- Adult Education Funding Policy
- Adult Education Data Collection and Reporting Policy
 - Performance Incentive Schedule TAB
- Adult Education Professional Qualifications and Development Policy
- Adult Education Program Monitoring and Improvement Policy
- Adult Education Distance Education Policy
- Indiana's Assessment Policy for Adult Education
- High School Equivalency Testing Policy
 - Guidelines for Establishing a new HSE Testing Center TAB
 - Requirements for HSE Testing Center Monitoring and Incident Reporting TAB



... current policies

Adult Education Program Standards Policy (DWD Policy 2013-07)

- Student Eligibility
- Enrollment Process
- Student Persistence
- Student Folders/Records
- Attendance Logs
- Student Continuation (between program years)
- Student Separation





... current policies

Adult Education Funding Policy (DWD Policy 2013-05)

- Overview of funding
- Program Year Budgets
- Budget Modifications
- Reimbursement
- Asset Inventories
- Student Fees





... current policies

Adult Education Data Collection and Reporting Policy (DWD Policy 2011-08)

- Required Data Reporting & Schedule
- Special Attendance Reporting Requirements
- Student Follow-up Guidance
- Data Validation & Analysis
- Local Data Policy Requirement
- InTERS Training Requirements





... current policies

Adult Education Professional Qualifications and Development Policy (DWD Policy 2011-10)

- Staff Educational Credentials
- IDOE Teacher Contract Exclusion
- Professional Development Attendance
- Local Professional Development Requirements
- Professional Development Tracking & Reporting





... current policies

Adult Education Distance Education Policy (DWD Policy 2014-08)

- Definitions of Distance Education
- Permissible Instructional Materials/Curricula
- Testing Rules for Distance Learners
- Tracking & Determining Hours
- Reporting Distance Learning Hours





... current policies

DWD Assessment Policy (DWD Policy 2014-09)

- Purpose
- Assessment Administration Rules
- Approved Assessments
- Invalid Scores & Re-testing
- Post-testing to Measure Educational Gain
- Data Reporting Requirements
- Assessment Accommodations
- Training Requirements





... current policies

Adult Education Program Monitoring and Improvement Policy (DWD Policy 2014-04)

- Risk Assessment
- Desk Monitoring
- On Site Monitoring
- Student Record Retention





How can I have a say in policy?

... and tips for doing so.

Federal Public Comment Process

 Unique survey collectors issued for posting comments on proposed rules.

DWD Policy Unit Public Comment Process

policy@dwd.in.gov

Adult Education Central Office & AEC Teams

- AdultEd@dwd.in.gov
- DWD Regional Adult Education Coordinator (AEC)

Local Program Directors/Leadership





Adult Education Contacts

Regions 1 & 2 Jose Torres 219-286-4513 jtorres@dwd.in.gov

Region 4 & 7
Roy Melton
765-413-2216
rmelton@dwd.in.gov

Regions 8 & 11 Marva Essick 615-415-9592 messick@dwd.in.gov



Region 3. 6. & IDOC Caroline Foster 765-413-2990 cfoster@dwd.in.gov

Region 5
Dan Devers
317-400-9635
ddevers@dwd.in.gov

Region 9 & 10 Beth Pattison 812-725-3255 bpattison@dwd.in.gov



Adult Education Professional Development

... we need your feedback/input!

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- What kind of educational or industry-recognized
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 - Administrators?
- What knikister tipp as virities four proligions are knost in the province of the province of
 - Instructional Aides?
 - Volunteers?



Questions?

And session evaluations



Policies and Guidance on **AmplifyAE.org**

Questions about DWD AE Policy may be sent to your Regional DWD AEC or to AdultEd@dwd.in.gov.

Thanks for listening! Please fill out the conference session evaluation.

Please also help the DWD AE Professional Development (PD) team by completing the brief 2016 PD Survey!

